

Flag Lowering Policy

ADMINISTRATIVE POLICY # 62

Policy:

The American Flag on all Town owned buildings shall be at half-staff on any day when:

1. Any member of the Armed Forces who lives in Seekonk who is killed-in-action, or is buried in Seekonk.
2. Any memorial exercises held in Seekonk for any member of the Armed Forces buried on foreign soil.
3. An elected Town official who dies during their term of office that has a service, or is buried in Seekonk.
4. On those holidays and occasions, those are designated by the State, and or Federal Government.

Procedures

1. The Fire Department shall be responsible for the lowering and raising of the flags throughout the Town. However, staff of departments housed in other Town buildings may lower or raise the flags at those buildings at the request of the Fire Chief.
2. For the occasions listed under items #1 through #4 under the Policy above, the Fire Department shall act upon notification of a service, or a burial by the Town Administrator through the Chairman of the Board of Selectmen. This will apply to both the lowering as well as, the raising of the Flag.
3. Only US Flags on Town buildings shall be lowered unless otherwise determined by the Town Administrator through the Chairman of the Board of Selectmen.
4. The Fire Department shall maintain a log of all Flag lowering/raisings. The log shall show the date, the individual's name, and how the individual qualified under this Policy.

Customary Dates for the Flag to fly at Half-Staff:

- Patriot's Day, 3rd Monday in April (sunrise until sunset)
- Memorial Day, last Monday in May (sunrise until noon)
- September 11th (sunrise until sunset) attack of the World Trade Center in New York
- Pearl Harbor Remembrance Day (sunrise until noon) December 7th
- Follow the Federal & State mandates

Francis M. Cavaco, Chairman

Adopted into policy May 13, 2009